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MEMORANDUM FOR: Director of Central Intelligence
SUBJECT : Publications Survey

1. This memorandum contains a recommendation submitted for DCI approval. Such recommendation is contained in paragraph 4.

2. The staff of the Inspector General has completed a preliminary survey of Agency publications. Information developed to date indicates that:

a. In December 1951, you assigned responsibility for the coordination of all intelligence publications to the Assistant Director/Intelligence Coordination (see Tab A attached). Under this assignment of responsibility the present categories and format of ID/I intelligence publications were established. However, with the abolition of the Office of Intelligence Coordination in 1953 centralized Agency responsibility for the coordination of intelligence publications apparently ceased to exist. Only in the ID/I has an effort at centralized review been continued.

b. Past studies on the publications problem have been limited essentially to finished intelligence and have failed to consider many other important publications--especially in the ID/P area. If real progress is to be made in systematizing Agency publications, then all serial documents which circulate beyond the confines of any one Deputy area must be included in the definition of publications.

c. Under the foregoing definition of publications the magnitude of the Agency's effort is staggering. The DD/I alone lists approximately 100 serial publications ranging from documents produced on a daily basis to those produced irregularly. The listing includes many information reports and factual compilations but does not include a number of Top Secret and code word publications. A sampling consisting of one issue of each of the DD/I publications (listed in Tab B) nearly fills two drawers in a standard four-drawer safe.

d. Although no official records of arial publications in the DD/P and DD/S exist, experience in IG surveys indicates a similar heavy volume of publications. In the DD/P these range from NSM/CIS studies on such things as "The Popular Front in France" to TNS authentication studies. In fact, preliminary investigation seems to indicate that many components in the DD/P produce publications of some variety which on occasions circulate beyond the confines of the Agency either officially or unofficially. Final clearance on such publications is decentralized to the principal staff and division chiefs concerned. The DD/S publications include General Counsel Opinions, Training Bulletins and Catalogues, Support Bulletins, and Communications Instructions to mention but a few.

e. There seems little doubt that the number of current publications could be significantly reduced by mergers and consolidations or through outright cancellations. Improvements in existing format and content likewise appear necessary and desirable in many instances. For example, NSM/CIS studies of which approximately 100 have been produced are circulated in a variety of forms both within and without

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the Agency. Some of these studies make no reference to CIA and contain no statement of source or other information on the nature and origin of the document (see Tab C attached). Without some centralized review and control, such variations in the pattern of Agency publications appear inescapable.

f. Recommendations for changes in existing publications can only be made after the most thorough evaluation, not only of the publications themselves but also of the objectives, purposes and consumer requirements for the information contained in these publications. Publications frequently represent the basic justification for the existence of producing units, and recommendations directed at such publications must be carefully reasoned if they are to produce concrete results rather than bitter objections. In short, publications are not separate entities in themselves but rather reflect the basic substantive operations and efforts of the various components of the Agency.

g. The information reflected in the foregoing paragraph indicates that a one-time survey of Agency publications will not in itself correct the present deficiencies on a long-term basis. Definitive improvements will only be obtained through a centralized effort established on a permanent basis. The primarily substantive nature of publications indicates that the Deputies should participate actively in any review of the present situation and in the establishment of any central coordinating mechanism. The DD/I as the Deputy responsible for the production of finished intelligence appears most logically qualified to lead such a centralized Agency



publications review and control effort. Such a centralized mechanism would also materially strengthen the Agency's hand in efforts to coordinate the multitude of intelligence publications emanating from other IAC agencies.

4. It is recommended that you direct the establishment of an Agency Publications Board to be chaired by the DD/I with senior representation from each of the other Deputy areas and authorized to review, coordinate, control, improve and systematize all Agency publications as defined in Paragraph 2.b. above.


Acting Inspector General

STATINTL

APPROVED:

Director of Central Intelligence

(Date)

Attachments:

Tab A - Attached to all copies.

Tab B and C - Attached to Orig only.

cc: DDNI


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